



ARKANSAS
Department of Environmental Quality

MEMORANDUM

DATE: May 5, 2008

TO: Arkansas Department of Finance and Administration
Office and State Procurement

THRU: James Nunnley, Chief, Fiscal Division
Bob Hampton, Purchasing, Fiscal Division
J. Ryan Benefield, Chief, HWD
Berea Little, Planning Specialist II, HWD

FROM: Melanie Foster, Technical Assistance Manager, HWD

SUBJECT: Sole Source Contract

The Arkansas Dept. of Environmental Quality's Hazardous Waste Division is requesting approval for a Sole Source Technical Services contract between the agency and Mr. Gary Hill, a Class 1 certified operator, of the wastewater operations at the Cedar Chemical site located in West Helena, Arkansas. Mr. Hill has been under a "sole source" contract with the agency since the agency was awarded custodianship of the abandoned site in 2002. Mr. Hill is currently operating under ADEQ contract # FY080001 that expires June 30, 2008. ADEQ is requesting approval to continue the contract through the FY09 period.

The sale of the Cedar Chemical Company site is not pending with any company although remedial activities with responsible parties are underway. During site remediation, ADEQ remains custodian of the property and thereby needs to continue managing the onsite wastewater treatment system. Seasonal rainfall in the area and the former NPDES (National Pollutant Discharge Elimination System) Permit No. AR0036412 have required more of Mr. Hill's presence at the site to perform water management functions than was anticipated when the contract (FY06184) was issued in October 2005.

Under the current contract, Mr. Hill was responsible for monitoring water levels in the storm water retention basin, finishing pond, equalization pond, biological pond, clarifier and associated

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water collection and transfer system, and other requirements as described on the Purchase Order Contract. Under the new contract, Mr. Hill will continue to monitor water levels as well as report and record the dates and duration of water transfer between ponds in the storm water or waste water treatment system, take water samples every twelve (12) hours for testing of effluent (as necessary), monitor and record pH levels and transmit a weekly report to ADEQ. This contract has been created on an in-house document.

Your review and approval of this request is appreciated. Thank you.

Attachment(s): Original Documentation

Contractor Duties